

**MINUTES**  
**BRISTOL BOARD OF SELECTMEN**  
**June 28, 2012**

**PRESENT:** Selectmen Rick Alpers, Jeff Shackett, Joe Denning, Don Milbrand (arrived @ 6:10PM), Phil Dion and Town Administrator Michael Capone.

At 6:05 PM Chairman Alpers opened the meeting of the Bristol Board of Selectmen.

**Minutes of June 7, 2012**

Selectman Denning motioned to accept the minutes of June 7, 2012 both public and non-public, seconded by Selectman Dion. The Board voted in favor of approving the minutes 4-0.

**David Munro**

David Munro, owner of the Mill, Fudge Factory in Bristol presented the Board with a proposal for purchasing a section of the parcel where the Mica Building once stood. Mr. Munro felt that developing this lot to look more appealing is a benefit to the downtown, especially the Central Square area. Based on what the Board has planned for the lot, Mr. Munro has asked to add a section abutting his property that could be developed along with the Town's plans for the remainder of the lot.

Chairman Alpers stated the Board has no plans yet for the lot as the project is just nearing completion. The Board will be discussing improvements to the lot however the Town is not ready to begin development on the lot. Mr. Munro was asked if he would be interested in a long-term lease instead of ownership of the segment of the lot. Mr. Munro responded he would be interested and the Board agreed to consider this in the future.

**Fuel Bids**

Town Administrator Capone reviewed the fuel bid proposals received. Only two of the four companies submitting bids are able to provide service. The following bids were received:

Fred Fuller	\$2.895/ gallon	10/1/12 – 09/30/13	Service available
AD&G	\$2.88/ gallon	10/1/12- 05/31/13	No service
Stafford Oil Company	\$2.979/ gallon	10/1/12 – 05/31/13	Service available
Huckleberry Propane & Oil	\$2.99/ gallon	10/1/12 – 9/30/13	No service available

Pricing for fuel last year was at \$3.27 per gallon. Upon discussion of the Board, Selectmen decided to wait and see if the price comes down more. The Town Administrator will contact Fuller Oil to see if they can hold the contract for the price to lower. If Fuller cannot do this, the Board will proceed with the contract from Fuller.

## **Refinancing USDA Loans**

The Town Administrator mentioned that the USDA is working with the New Hampshire Municipal Bond Bank to refinance (they use the term refund") some of the outstanding USDA loans to communities. Apparently, USDA is trying to offload some of their administrative workload. In addition, the current low interest rates offer an opportunity to "refund" loans and save on interest. USDA does not refinance loans.

We currently have two outstanding USDA loans. The first is for Treatment Plant Improvements. The note is for \$407,000 @ 4.5%. The term of the loan runs to 2039. Based on current rates, we could save over \$40,000 in interest if we "refund" this note through the Bond Bank. The interest savings is net of all fees, so our only expense would be to place an ad for a public hearing to take comment "refunding" the note.

The other loan is for the Chlorinator/Dechlorinator and is almost completely reimbursed by the State. The note is for \$263,000 @ 4.25%. Presently, we make payments to USDA and the State reimburses us an amount about three hundred dollars less than our payment. This note could be included in the refunding as well for a small but additional savings.

Currently, between the communities who sent in information, there is about \$45 million in notes out there. The Bond Bank based their returns on the costs associated with "refunding" a minimum of \$15 million of that debt service.

If the Board would like to pursue refunding, we would have to notice a public hearing for the meeting on July 16<sup>th</sup>. For that meeting I would prepare a resolution for the Board to vote on to authorize the "refunding". We could then submit a completed application to the Bond Bank.

The Board asked the Town Administrator to pursue the next steps in scheduling the public hearing.

## **Water/Sewer River Crossing**

Two additional bids were received by the Water/Sewer Department for the River Crossing Project. Town Administrator Capone reviewed the bid results. ECI Directional Drilling came in with a lower rate per foot, with an overall savings between \$2,000 and \$4,000. Superintendent Chartier felt comfortable with this company being able to provide the work. The Board asked the Town Administrator to check references and schedules for the top two companies to see which would be the best overall value. They also asked that the final contracts be reviewed by our liability coverage company.

## **Mica Building Update**

T-Ford has completed all the work required under the contract. The total amount for the removal of the building and all of the material and soils is \$206,581.50. The Town's portion is \$6,581.50 with the other \$200,000 coming from the Brownfield Grant through EPA.

The Town Administrator noted that the balance of the GZA contract will not exceed their original estimate of \$14,000. This will leave a balance of \$9,418.50 in the contingency line of the budget.

The prices for the fencing for the area range from for \$5,626 and \$5,875.

The Board discussed funding the fence from the contingency fund. They felt that it may be necessary to delay permanent fencing and asked the Town Administrator to look into getting pricing for temporary fencing to be installed at the end of the month.

## **Selectmen Items**

Selectman Alpers stated that some street signs in town are blocked by brush or tree limbs and should be trimmed back.

## **Town Administrator's Report**

The CIP Chairman asked the Board to attend the CIP meeting with the Budget Committee on October 8<sup>th</sup> so that the CIP report can be presented to both boards at the same time. The Board will consider the request.

The Administrator asked if the Board would like to proceed with a review of the Old Town Hall as previously discussed. Chairman Alpers offered to meet with the Town Administrator and Susan Duncan to begin the process.

Bids were received for repairing the tennis courts at Kelley Park. Cracks in the court need to be filled in, a net post has to be replaced and the court needs to be sealed and lined. Based on the proposals received Selectman Shackett motioned to accept the bid from Vermont Tennis Courts for \$4,200, seconded by Selectman Milbrand. All five members voted in favor of the motion 5-0.

Judy Wallick, a candidate for State Representative, from Grafton, NH has asked to come before the Board to introduce herself. The Board will welcome all candidates to visit, but asked the Town Administrator to limit each candidate's presentation time to no more than five minutes.

The first Board meeting in July will be on Monday, July 16<sup>th</sup> at the Water and Sewer garage conference room at 180 Ayers Island Road at 6PM.

Correspondence was received from George Sansoucy indicating that he would like to meet with the Board in August to discuss utility assessments.

A revised plan has been submitted to TD Bank based on their rejection of the access easement proposed for their parking lot.

The next meeting of the Board of Selectmen will be held on Monday, July 16<sup>th</sup> at 6PM at the Water and Sewer garage conference room at 180 Ayers Island Road.

With no further public business to come before the Board, at 7:07 PM Vice Chairman Shackett made a motion to enter into non public session under RSA: 91-A: 3 II (a), (b) and (e). The motioned was seconded by Selectman Denning. The Board voted 5-0 in favor by a roll call vote.

Respectfully submitted,

Kelly Lacasse  
Executive Assistant

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Rick Alpers, Chairman

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Jeff Shackett, Vice-Chairman

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Joe Denning, Selectman

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Don Milbrand, Selectman

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Phil Dion, Selectman